



**Minutes of the
ALAMEDA FREE LIBRARY BOARD MEETING
WEDNESDAY, October 12, 2011**

The regular meeting of the Alameda Free Library Board was called to order at 6:03 p.m.

ROLL CALL

Present:	Suzanne Whyte, Board Member Michael Hartigan, Board Member Gail Wetzork, Board Member
Staff:	Jane Chisaki, Library Director Christina Baines, Recording Secretary
Absent:	Catherine Atkin President Nancy Lewis Vice President

CONSENT CALENDAR

An asterisk indicates items so accepted or approved on the Consent Calendar

- A. *Report from the Library Director Highlighting Activities for the Month of September 2011.
- B. *Draft Minutes of the Regular Library Board Meeting of September 14, 2011.
- C. *Library Services Reports for the Month of August 2011.
- D. *Financial Report Reflecting FY10 Expenditures by Fund for September 2011.
- E. *Bills for Ratification for the Month of September 2011.

Board Member Hartigan expressed concern with the decline in checkouts across the board at Main, WEB, and BFI on the August Service Report. Director Chisaki indicated some rebalancing of the collection is in the process and with the upgrade of the computer system, the number of floating collections will be increased and this may improve these numbers.

There being no further comments, Board Member Whyte, seconded by Board Member Wetzork moved approval of the minutes as presented. The motion was carried by a 3-0 vote.

UNFINISHED BUSINESS

A. Neighborhood Library Improvement Project (G. Wetzork) (NLIP): Director Chisaki shared with the Board that the accountant in charge of the final accounting had a family emergency and is just getting back in the office; anticipate the final report will be presented at the November meeting.

B. Library Web Page Discussion (J. Chisaki): Director Chisaki gave a brief explanation of the city's guidelines and relayed her discussions with the Assistant City Manager on what changes are appropriate with the existing website. A PowerPoint presentation was made comparing other libraries' websites to get ideas on how the website could look as well as additional sites provided for further review. Following the PowerPoint presentation, the Board suggested staff look at working within the confines of the existing website, and adding more appropriate items and functions, perhaps prioritizing the existing items; rearranging the items on the left bar, relocating the large picture of the library, delete what is not needed, etc.

NEW BUSINESS

A. Alameda Free Library Foundation (J. Chisaki) The Foundation has not met, last concert was sold out and so is the next one. A list has been established for those who want to get on the early mailing list for the next series. Additionally, the Foundation has been contacted by several groups inquiring about performing in the concert series.

B. Friends of the Alameda Free Library (J. Chisaki) The Book sale is this coming weekend; they are trying to surpass the sales of last year's event.

C. Patron Suggestions/Comments (Speak-Outs) and Library Director's Response: None.

ORAL COMMUNICATIONS, NON-AGENDA (Public Comment)

None.

LIBRARY BOARD COMMUNICATIONS

Board Member Whyte would like to share Walter Meyers program flyer Piedmont Schools and asked if that would be okay, to which Director Chisaki indicated it would be fine.

DIRECTOR'S COMMENTS

AMP Billing error, the meter serving the main library was not fully capturing the actual library electrical use. The Library is served by a three-phase meter, a shunt was placed on a one of the meters and therefore only two phases were actually registering electrical use. The shunt was removed in June to

accommodate the new solar system. It cannot be confirmed when the shunt was installed so AMP is back-billing the library the minimum period of six months.

The sidewalks have all been power washed and thank you for attending the Energy Kiosk dedication on October 6, 2011.

The Police Department Parking Enforcement Bureau has actively started enforcing parking in the library parking lot.

ADJOURNMENT

There being no further business, Board Member Hartigan adjourned the meeting at 7:10 p.m.

Respectfully submitted,

Jane Chisaki, Library Director and
Secretary to the Alameda Free Library Board